



State of California
Employment Training Panel

Training Proposal for:
Van Dorpe Chou Associates, Inc.

Agreement Type: Small Business

Agreement Number: ET09-0288

Panel Meeting of: **October 17, 2008**

ETP Regional Office: **San Diego**

Analyst: S. Godin

CONTRACTOR:

- Type of Industry: Services:
Priority Industry: ☒ Yes ☐ No
- Contractor's # of Full-Time Employees
 - California: 40
 - Worldwide: 40
 - Number to be trained: 37
- Turnover Rate: 16%
- Repeat Contractor: ☒ Yes ☐ No

CONTRACT:

- Training Project Profile: Priority/Retrainee
- ETP Funding Amount: \$57,720
- In Kind Contribution: \$59,655
- Average Cost per Trainee: \$1,560
- Post Retention Wage: \$14.02
- Health Benefits: \$2.00 per hour
- Occupations to be Trained: Engineer, Draftsperson/CAD Operator, Administrative Support Personnel, Technical Staff, Project Manager, Supervisor, Owner
- Training Menu:
 - ☒ Business skills ☐ Literacy skills
 - ☒ Commercial skills ☐ Management skills
 - ☒ Computer skills ☐ Manufacturing skills
 - ☒ Cont. Improvement ☐ Other:
- Range of Hours: 8 - 100 Weighted Average: 60

- Multiple Job Numbers: ☐ Yes ☒ No
- County(ies) Served: Orange
- Union Representation: ☐ Yes ☒ No
- Subcontractor: Training Funding Source, Seal Beach, Project Administration for a fee to be determined.
- Third Party Services: Training Funding Source also assisted in the development of the project application for a fee to be determined.

INTRODUCTION

Van Dorpe Chou Associates, Inc. (VCA) is a structural engineering firm providing design and consulting services. This small business specializes in residential, mixed-use, commercial, industrial, and parking structures.

ETP-funded training in VCA's first project focused on familiarizing workers with the company's standard operating procedures. Employees were introduced to teambuilding and process improvement concepts. Engineers and technical staff received basic training in the company's engineering and design software and trainees were introduced to the company's data base systems.

VCA's spokesperson states that several software changes have recently taken place. The company purchased new accounting and logistics software (Vision) and must train all employees in the new system. The recent release of the International Building Code Council update requires rewriting VCA software programs to accommodate the change and employees will also need to be trained in the update.

Another change taking place at VCA is the company's initiative to implement the Leadership in Energy and Environmental Design program (LEED) promoting integrated, green, whole-building design practices. VCA's senior principal is a certified LEED trainer and will deliver all LEED training in-house.

Lastly, Business Skills training in such topics as sales/marketing techniques and superior customer service skills will support the company's shift to a cross-functional, team-based environment. The success of meeting increased business demands is contingent upon the company's ability to meet and exceed internal and external customer service expectations.

ETP-funded training will continue to support the company's goal of moving towards a high performance workplace and remaining competitive in today's global economy.

RECOMMENDATION

For the reasons set forth above, staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes performance by the company under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned
ET07-0406	Orange	6/5/07-6/4/08	\$49,062	\$42,540